



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Secretary of State, Bureau of Motor Vehicles, Information Services	
Department Contract Administrator or Grant Coordinator:		Christopher Johnson, Deputy Secretary of State Information Services	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$17,091.00	Advantage CT / RQS #:	2023081100000000248
CONTRACT	Proposed Start Date:	9/1/2023	Proposed End Date: 8/30/2024
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Dynamsoft Corp 668-1771 Robson St Vancouver, BC V6G 1C9	
Brief Description of Goods/Services/Grant:		Web based barcode reader and PDF rasterizer	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The Elections division of the Department of Elections, Corporations, and Commissions under the Secretary of State is close to placing a new Central Voter Registration application into production, developed by Stonewall Solutions and hosted within the SOS IS datacenter. Several capabilities coded into the CVR application include use of Dynamsoft software, requiring the annually renewed licenses in this purchase for those features in CVR to provide its required functionality.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The Stonewall Solutions CVR software was procured through an RFP 202109136. The libraries utilized in the CVR application dictate that these Dynamsoft licenses be purchased, and they are only available from Dynamsoft.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The application functionality provided by this software is worth the cost of these licenses for the efficiencies provided to Maine State and Local elections workers.

4. Describe the plan for future competition for the goods or services.

There are no alternatives given the libraries used in coding the CVR application. Future competitive replacements for CVR are expected to remain via an RFP process.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

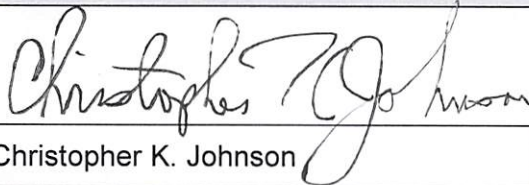
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting
Department's Commissioner
(or designee):



Typed Name: Christopher K. Johnson

Date: 8/11/2023

Signature of DAFS
Procurement Official:



Typed Name: Nancy Tan
Deputy Director of IT Procurement

Date: 8/30/2023